



## **Equal Opportunity Advisory Committee**

Date: Wednesday, November 13, 2019  
Time: 7:30 P.M.  
Location: Human Resources Office, 3<sup>rd</sup> Floor Town Hall

### **Meeting Minutes**

Present: Barbara Boltz, Chairperson, Caryn Malloy, Jack Jones, Nora Marantz, Augusta Haydock  
Absent: Andrea Haas  
Also Present: Samantha Dutra, Stacey Mulroy, Director of Recreation

#### Welcome – Director of Recreation Stacey Mulroy

The meeting opened with the Committee welcoming Director of Recreation Stacey Mulroy; Stacey was appointed to the Director position in the spring of 2019. Stacey reviewed capital projects under the purview of the Department; the Department is responsible for 29 playgrounds which does not include school playgrounds. Next Stacey and the committee engaged in a discussion about hiring. In addition to permanent full time staff, the Recreation Department hires an extensive number of seasonal employees for the Rink, Reservoir Beach, Camps, PreSchool and After School programs. The Committee explained its aim in cultivating a diverse workforce reflective of the region we live in. Samantha Dutra asked Stacey to explore having Arlington High School students able to fulfill graduation-required volunteer hours through work at Arlington Recreation. The Committee thanked Stacey for taking the time to attend the meeting.

#### Minutes

Jack Jones moved approval of the October 9, 2019 minutes. SO VOTED

#### Current Job Openings

The Committee reviewed current job openings and hiring activity. Caryn Malloy updated the Committee on the status of the Police Chief hiring process slated for January of 2020.

#### Current Bid Projects

Augusta Haydock reported on her follow up conversations with the contractors awarded the construction projects for Spy Pond Edge and Erosion Control Project and the Mill Brook Corridor Project. She explained that her approach to the conversation was to explain who we are as a committee and to have a conversation about efforts to diversify their workforce. Augusta learned that most of the contractors rely upon sub-contractors to get their work done and that most companies are small, with only 3 or 4 employees. She reported that the people she talked with were very encouraging and indicated to her that it is challenging to hire skilled trades-women in particular; they also talked about trade schools which were reported to be good for technical skills but not as helpful in cultivating potential laborers.

Samantha Dutra offered to do follow up with the contractor awarded the bid for Minuteman Bikeway improvements at Lake Street; the bid is estimated to be awarded in the month of December.

As she had in last month's meeting, Caryn Malloy reminded the Committee that former Committee member Howard Winkler had expressed disappointment in the Request for Services documents for the design and construction management of Arlington High School as they indicate participation standards for Women and Minority owned businesses do not reference workforce utilization tables. Caryn Malloy indicated that she would like to investigate whether or not the standards have changed since the rebuild of all of Arlington's elementary schools; the elementary schools were all renovated or reconstructed over the past 15 years and consistently met the town's participation goals for town construction projects of over \$200,000. Caryn indicated that she is continuing to work on this issue.

Nora Marantz left the meeting at 9:00 p.m.

**School Diversity Task Group (SDTG)**

At a previous meeting, Committee members inquired as to how many METCO students there are in Arlington. Barbara Boltz reported there are 77 students total across 3 elementary schools (Bishop, Hardy and Pierce), both middle schools and Arlington High School.

Barbara also reported the district hired 71 new teachers, 4 of whom are minorities.

The SDTG next meets the 3<sup>rd</sup> week of November.

Augusta Haydock moved to adjourn the meeting at 9:03 p.m.

Caryn Malloy  
Equal Opportunity Officer